



Edwin M. Lee, Mayor
Naomi M. Kelly, City Administrator



John Updike
Director of Real Estate

March 5, 2014

OEWD
Western Addition Neighborhood Access Point
Renewal of Lease of Real Property
1449 Webster Street
Assignment #6835

Through Naomi Kelly,
City Administrator

Honorable Board of Supervisors
City and County of San Francisco
City Hall, Room 244
1 Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Board Members:

Attached for your consideration is a Resolution authorizing the renewal of a lease at 1449 Webster Street, for use by the Office of Economic and Workforce Development (OEWD) for the Western Addition Neighborhood Access Point.

According to the Office of Economic and Workforce Development, OEWD has partnered with Collective Impact, a 501 (c) 3 non profit corporation to operate the Western Addition Neighborhood Access Point (formerly known as the Western Addition One Stop Career Link Center) to provide the tools necessary for residents to find good employment such as job search services, job readiness skills training, resume and interview coaching, job training and education services, access to public training funding, and coordination with supportive services such as childcare and transportation.

OEWD has leased approximately 3900 sq. ft. of ground floor space at 1449 Webster Street to operate the facility for the past 6 years. The existing lease expires on August 31, 2014 and includes a three year option to extend the term. The proposed Resolution authorizes exercise of the extension period (through August 31, 2017).

The proposed Base Rent for the renewal is of \$9,142.07 per month (approximately \$2.34 per sq. ft. monthly), and the Base Rent shall continue to be increased annually by proportionate increase in the Consumer Price Index with a two percent (2%) minimum increase and a five percent (5%) maximum increase per year. The City shall also continue to pay for its own janitorial and its prorata share of common area expenses (CAM charges) such as utilities, refuse removal,

common area maintenance at a current cost of \$2,145.00 per month (approximately \$0.55 per sq. ft. monthly) and other typical tenant costs.

We recommend approval of the proposed lease renewal. If you have any questions regarding this matter, please contact Charlie Dunn of our office at 554-9861.

Sincerely,

John Updike
Director of Real Estate

cc. Todd Rufo, Director, OEWD
Rhonda Simmons, Director, Workforce Development, OEWD